

Comparisons of Job Characteristics

Focus Occupation: [Instructional Coordinators \(25-9031\)](#)

Associated Occupation: [Education Administrators, Postsecondary \(11-9033\)](#)

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

Knowledge

Similarity of Focus Occupation to Associated Occupation: 88

Focus Occupation: Instructional Coordinators (25-9031)

Associated Occupation: Education Administrators, Postsecondary (11-9033)

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation
Customer and Personal Service	11.3	18.4	14.4	<< Extensive education and/or training may be required
English Language	11.2	18.3	20.8	> Current knowledge level is likely sufficient
Education and Training	9.2	17.0	24.6	>> Current knowledge level is likely more than sufficient
Administration and Management	8.4	16.0	13.4	< Expanded education and/or training may be required
Psychology	6.4	14.6	14.3	0 Current knowledge level may be sufficient
Personnel and Human Resources	5.6	14.1	14.2	0 Current knowledge level may be sufficient
Therapy and Counseling	3.8	13.6	11.3	< Expanded education and/or training may be required
Sociology and Anthropology	4.1	12.1	12.1	0 Current knowledge level may be sufficient
Communications and Media	5.3	10.2	11.3	> Current knowledge level is likely sufficient
Philosophy and Theology	3.2	8.4	9.6	> Current knowledge level is likely sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Skills

Similarity of Focus Occupation to Associated Occupation: 94

Focus Occupation: Instructional Coordinators (25-9031)

Associated Occupation: Education Administrators, Postsecondary (11-9033)

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation
Monitoring	9.9	13.9	13.9	0 Current skill level may be sufficient
Judgment and Decision Making	9.4	13.6	12.0	< A higher skill level may be required

Time Management	8.9	13.5	12.8	0	Current skill level may be sufficient
Coordination	9.1	13.2	12.9	0	Current skill level may be sufficient
Instructing	7.8	13.2	13.2	0	Current skill level may be sufficient
Social Perceptiveness	9.1	12.9	12.2	0	Current skill level may be sufficient
Management of Personnel Resources	6.9	12.8	11.1	<	A higher skill level may be required
Service Orientation	7.9	12.2	11.5	0	Current skill level may be sufficient
Negotiation	6.8	11.8	11.1	0	Current skill level may be sufficient
Persuasion	7.4	11.4	10.7	0	Current skill level may be sufficient
Systems Analysis	6.5	10.7	10.1	0	Current skill level may be sufficient
Systems Evaluation	6.4	10.7	10.3	0	Current skill level may be sufficient
Management of Financial Resources	3.3	9.2	4.4	<<	Extensive development of skills in this area may be required
Management of Material Resources	3.7	8.9	6.2	<<	Extensive development of skills in this area may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Abilities

Similarity of Focus Occupation to Associated Occupation: 99

Focus Occupation: Instructional Coordinators (25-9031)

Associated Occupation: Education Administrators, Postsecondary (11-9033)

Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
Oral Comprehension	12.5	16.0	15.7	0	Current ability level may be sufficient
Oral Expression	12.4	16.0	15.7	0	Current ability level may be sufficient
Written Expression	9.8	15.7	15.4	0	Current ability level may be sufficient
Written Comprehension	11.0	15.4	17.0	>	Current ability level is likely sufficient
Speech Clarity	10.2	14.3	12.9	<	Some improvement in abilities may be required
Inductive Reasoning	10.2	14.2	12.8	<	Some improvement in abilities may be required
Problem Sensitivity	11.1	14.0	12.5	<	Some improvement in abilities may be required
Fluency of Ideas	7.6	13.0	11.1	<	Some improvement in abilities may be required
Originality	7.6	11.6	12.0	0	Current ability level may be sufficient
Memorization	5.6	8.5	8.9	0	Current ability level may be sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Activities that Both Occupations Have in Common

Similarity of Focus Occupation to Associated Occupation: 80

Focus Occupation: Instructional Coordinators (25-9031)

Associated Occupation: Education Administrators, Postsecondary (11-9033)

Work Activities	Exclusivity of Activity
Advise students	49
Assess educational potential or need of students	73
Coordinate instructional outcomes	92
Direct and coordinate activities of workers or staff	3
Evaluate performance of employees or contract personnel	54
Make presentations	13
Organize educational material or ideas	41
Use public speaking techniques	13
Use teaching techniques	29
Write public sector or educational grant proposals	87
Write research or project grant proposals	33

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Tools and Technologies that Both Occupations Have in Common

Similarity of Focus
Occupation to Associated
Occupation: 86

Focus Occupation: Instructional Coordinators (25-9031)

Associated Occupation: Education Administrators, Postsecondary (11-9033)

Tools and Technologies	Exclusivity
Business function specific software	1
Computers	1
Content authoring and editing software	1
Information exchange software	1
Network applications software	1
Projectors and supplies	13

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.